Thrift Savings Plan

(TSP)

Your quick desk guide to enrolling and/or making changes

How do I enroll in TSP?

Are you a brand new employee to civil service and/or an employee who has been rehired?

You have three opportunities to elect TSP. They are as follows:

•You may complete a TSP-1 on your first day of employment and turn it into the CPAC office.

OR

•Within your first pay period of employment you may complete the TSP-1 and mail it to the ABC Office at:

SWCPOC, ABC
301 Marshall Avenue,
Fort Riley, KS 66442-5004

OR

•Within 60 days from your Entrance on Duty (EOD), make election through ABC-C IVRS or EBIS automated systems, which may be accessed through the CPAC Home Page.

If you do not take advantage of these three opportunities……..next slide.

How do I enroll (Cont'd)

If the answer is **NO**, then:

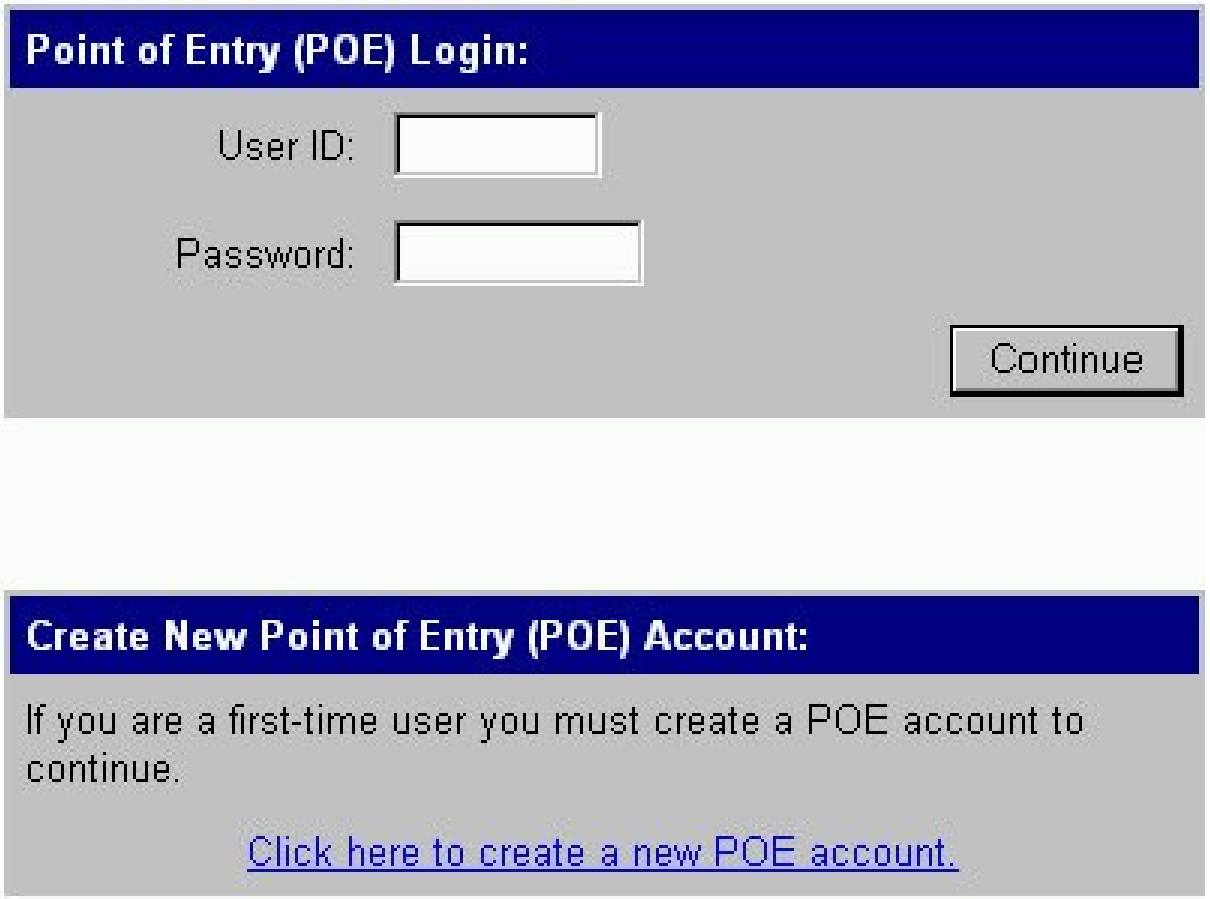
- You must wait until Open Season which is twice a year:
  - May 15th - July 31st and
  - November 15th - January 31st

- Log into ABC-C IVRS or EBIS automated systems to make your election.

NOTE: The CPAC office is unable to accept any hard copy TSP-1 forms from other than new employees.

Point of Entry (POE)

Before making any benefit elections/changes, you must first establish a POE account. Instructions for creating a POE account are located at hyperlink.

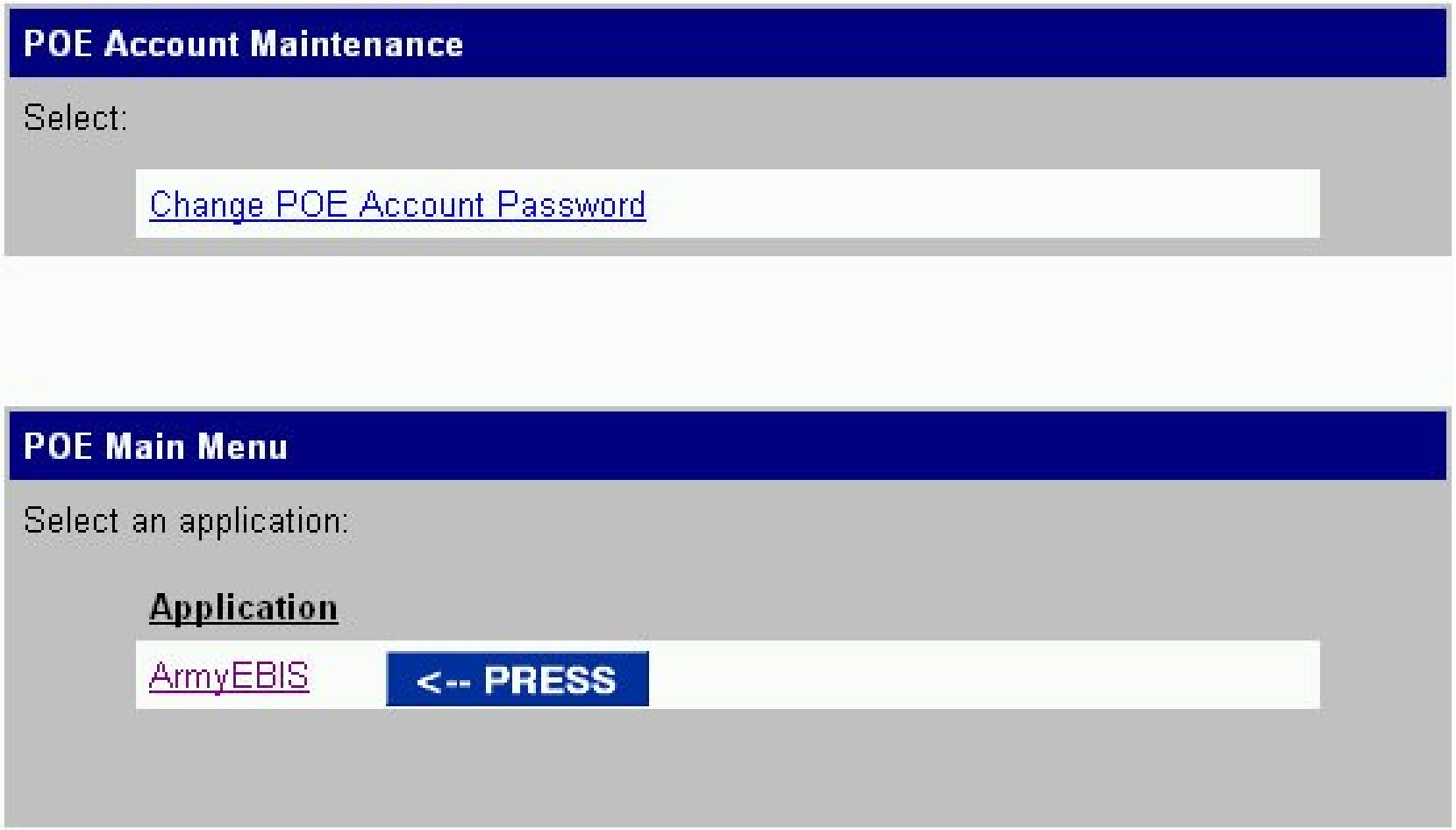

Point of Entry (POE) Login:
User ID:
Password:
Continue
Create New Point of Entry (POE) Account:
If you are a first-time user you must create a POE account to continue.
Click here to create a new POE account.

Point of Entry (POE) (Cont'd)

If you have difficulty with the POE process, please contact the SWCPOC Helpdesk at DSN 856-2000.

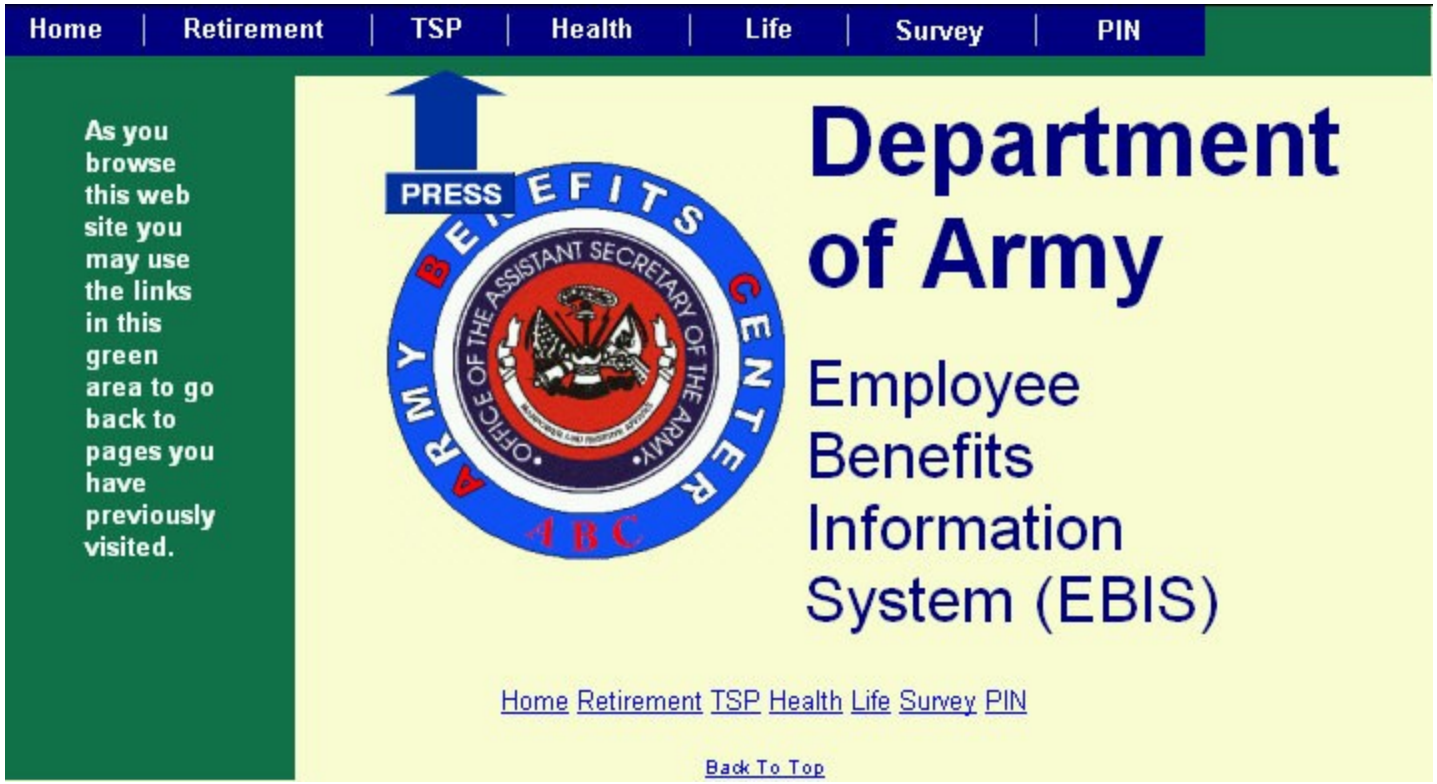
This is the only number that can assist you with problems with your account.

Point of Entry (POE) (Cont'd)



Army Benefits Center Website

Congratulations: You are now at the ABC website in which you can **VIEW** information regarding your benefits, make changes, etc.


Home | Retirement | TSP | Health | Life | Survey | PIN
As you browse this web site you may use the links in this green area to go back to pages you have previously visited.
PRESS
ARMY BENEFITS CENTER
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
ABC
Department of Army
Employee Benefits Information System (EBIS)
Home Retirement TSP Health Life Survey PIN
Back To Top

Thrift Savings Plan

Thrift Savings Plan Main Menu

Please select from one of the following two options:

General TSP Information

Personal TSP Information <-- PRESS

Thrift Savings Plan

Personal Information

Thrift Savings Plan: Personal Information

Select from one of the following:

TSP Personal Transactions <--- Press

TSP Account Balance Data

Project Future Account Balances

TSP Annuity Estimates

- Thrift Savings Plan
- Personal Information
- Personal Transactions

Thrift Savings Plan: Personal Transactions

Select from one of the following:

View Your Current TSP Election

View and/or Void TSP Projected Action

TSP Open Season <-- PRESS

Stop Your TSP Contributions

- Thrift Savings Plan
- Personal Information
- Personal Transactions
- TSP Open Season

Thrift Savings Plan Information: TSP Open Season

During the TSP open seasons, you may start or change your biweekly contributions to TSP and/or indicate how you want your future biweekly contributions to be invested in the three TSP funds. You may also elect to stop your TSP biweekly contributions during an open season or any time outside of an open season. Go to Stop Your TSP Contributions for more information.

You may have only one projected TSP transaction at a time. If you have a projected TSP transaction, and want to make another election, you must first Void the existing projected TSP transaction.

Continue <-- PRESS

THRIFT SAVINGS PLAN (TSP) OPEN SEASON

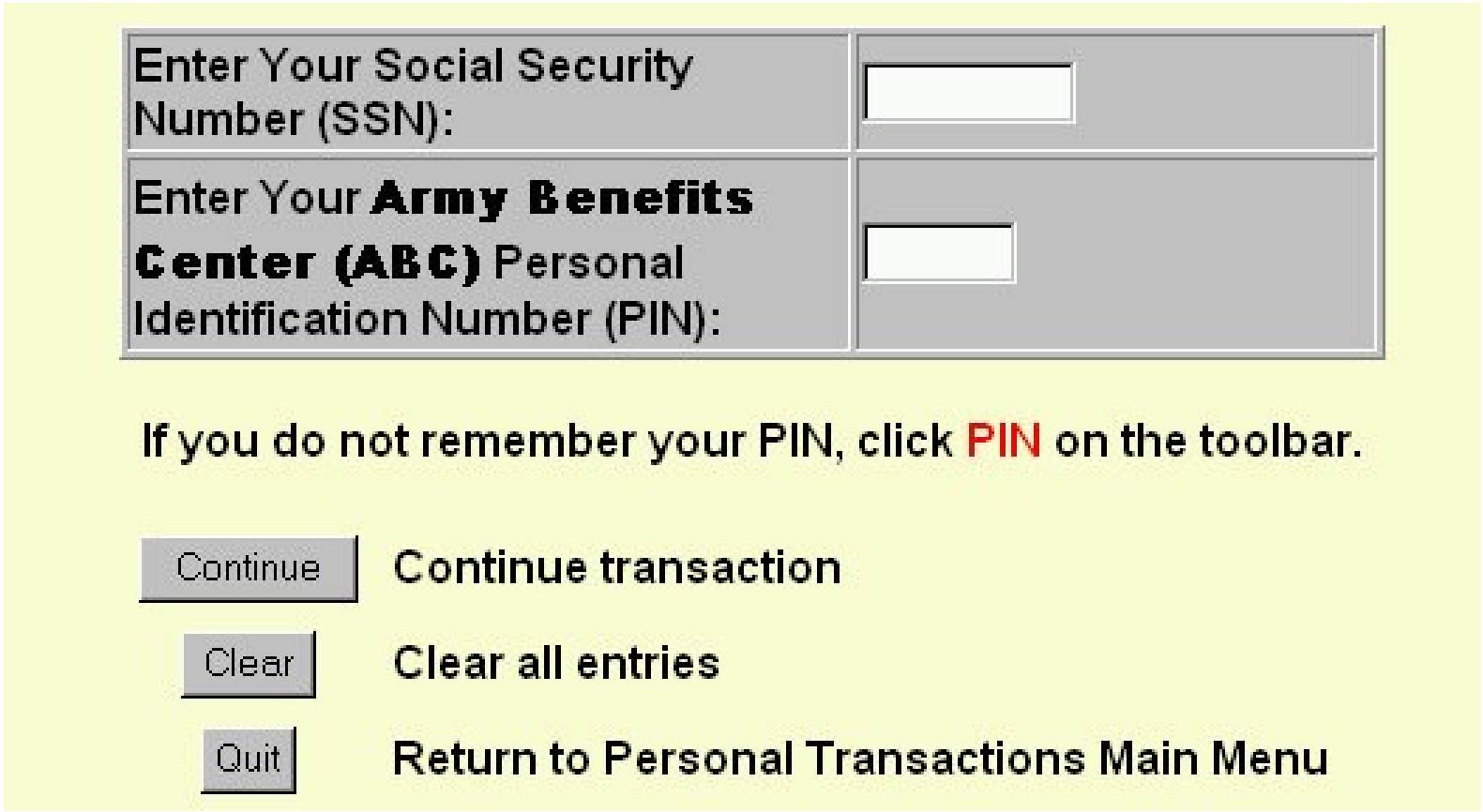
DO NOT USE THIS MODULE if you would like to stop your TSP contributions. You should use the Stop Your TSP Contributions module from the Thrift Savings Plan Personal Transactions Main Menu.

To begin TSP Open Season Business Transactions:

Enter Your Social Security Number (SSN):	
Enter Your **Army Benefits Center (ABC)** Personal Identification Number (PIN):	

If you do not remember your PIN, click PIN on the toolbar.

NOTE: If you've never personalized your PIN, the default PIN is month and year of birth ex. **0568 for May 1968**. This was established in July 2000 when ABC use at Fort Monroe became mandatory. New password length has a minimum of 6 digits.


Enter Your Social Security Number (SSN):
Enter Your Army Benefits Center (ABC) Personal Identification Number (PIN):
If you do not remember your PIN, click PIN on the toolbar.
Continue
Continue transaction
Clear
Clear all entries
Quit
Return to Personal Transactions Main Menu

Once you get into this section the rest should be self-explanatory. Remember to print your completed form for your records.

TSP changes are effective IAW the charts located at: Pay Period Charts or CPAC TSP page.

New TSP Changes Effective May 2001 Open Season

Beginning May 1, 2001, Allocation of TSP contributions among the various investment funds will no longer be able to be processed through ABC-C. Allocations will have to be processed through the TSP web site (www.tsp.gov) or via their phone system (Thrift line 504-255-8777). There will be no limit on the number of contribution allocations that participants may request, but only one contribution allocation can be made effective on any given business day. Employees will be able to use electronic media (i.e. the TSP web site or the Thriftline) or by submitting an original* Form TSP-50, Investment Allocation. Participants are encouraged to use the more efficient electronic media to request contribution allocations. Electronic and paper contribution allocation requests will generally be effective no later than 2 business days after receipt. **The new TSP Form 50, Investment Allocation, will be used for both contribution allocation and interfund transfer requests**. TSP-50 will not be available at the TSP Web site to download because the form is designed to be read by an optical scanner. Photocopies of the form are not acceptable.